



Michigan Department of State Police

Emergency Management Division Informational Letter

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TO: Local, State Agency, College, University and District Emergency Management Coordinators
SUBJECT: Homeland Security Preparedness Technical Assistance Program

Overview

The Department of Homeland Security, Office for Domestic Preparedness (ODP) has established a Homeland Security Preparedness Technical Assistance (TA) Program that provides direct assistance to state and local jurisdictions to improve their ability to prevent, respond to, and recover from threats or acts of terrorism involving chemical, biological, radiological, nuclear, or explosive (CBRNE) weapons. TA provides a process to help resolve a problem and/or create innovative approaches. All TA services are available to eligible recipients at no charge.

ODP also offers a Homeland Security Preparedness Technical Assistance Program Catalog (PDF Format Only). The catalog can be found at <http://www.ojp.usdoj.gov/odp/ta.htm>. This catalog is designed to provide state and local jurisdictions, as well as special needs jurisdictions such as port authorities and mass transit agencies, with comprehensive information regarding technical assistance offered by ODP.

The TA catalog is a comprehensive reference document listing TA services that are presently available, as well as those currently under development. If you are unable to download the catalog, you may request a copy by contacting the ODP Centralized Scheduling and Information Desk (CSID) at 1-800-368-6498. The CSID is staffed weekdays from 8:00 a.m. to 7:00 p.m. EST.

Requesting Technical Assistance

ODP technical assistance is available and provided without charge to eligible states and/or local jurisdictions. **All TA requests from local jurisdictions must be coordinated through the State Administrative Agency (SAA), the Michigan State Police, Emergency Management Division (EMD).** EMD, in turn, will submit requests for TA to the ODP Preparedness Officer assigned to Michigan.

Each request for TA must be completed on the **Technical Assistance (TA) Request Form**. This form can be found on page 43 of the ODP Technical Assistance Catalog.

The request must include a brief description of:

- The nature and extent of the requestor's homeland security issue.
- The type of technical assistance requested.
- The relevant strategic goal and objective in the state or urban area homeland security strategy.
- The efforts taken to address the need and the identification of other jurisdictions or agencies in the region that have similar needs.
- Plans for maintaining and sustaining efforts.
- The requestor's desired TA schedule.

If you have any questions regarding the process for requesting technical assistance, you may contact Karen Welsh at (517) 333-5042 or welshka@michigan.gov.

Completed Technical Assistance (TA) Request Forms are to be faxed to the attention of Karen Welsh in the Michigan State Police, Emergency Management Division. The fax number is (517) 333-4987. EMD will reply to the requesting jurisdiction within one week.

Sincerely,



JOHN ORT, CAPTAIN
Deputy State Director of Homeland Security
and Emergency Management

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